**MINUTES**

**TOWN OF BATH ORDINANCE COMMITTEE**

**REGULAR MEETING**

**JANUARY 18, 2024**

1. CALL TO ORDER: By Chairman at 4:00pm

2. ROLL CALL: Chairman Greg Schene (X) Mary Lynn Hickey (X) Susan Webster (X)

Quorum – Yes

Also present – David O’Connell, Larry Landon, Rick Weber, Rebecca MacLeod, Tom Hall,

3. Ordinance Committee Minutes of December 14, 2023 were approved by Common Consent.

4. Councilwoman Mary Hickey presented a full review of the final draft of the Town of Bath and Berkeley Springs Water Works (BSWW) Human Resources Policy. Discussion centered on finalizing policies for sick and vacation leave, drug testing, floating holidays and inclement weather.

5. Additional information on penalties for the proposed Short-Term Rental Ordinance was requested. Chairman Greg Schene will provide an update at the next scheduled Ordinance meeting.

6. Chairman Greg Schene offered a brief on all current projects under discussion. The Business and Occupation Tax on Banking, Selling Tangible Property and Service Business Not Otherwise Classified including legal services, massage services and other wellness services were identified as most often imposed taxes of the West Virginia Business and Occupation Tax for similar sized municipalities.

7. Chairman Schene presented the final draft of Amended Ordinance 2024-01-06 Traffic and Motor Vehicle Fines. The Ordinance was approved to be brought forward for First Reading at the next Town Council meeting scheduled for February 6, 2024.

8. The current fee schedule for trash removal, public safety and street fees was discussed. The last fee increases were implemented over 10-years ago. Follow up on this subject is scheduled for the next Ordinance meeting. Planning Commission member, Dave O’Connell will also provide an analysis of the benefits of expanding trash removal service outside of the Town of Bath.

9. Chairman Schene presented a review of the existing Apple Butter Ordinance and fee schedule agreement with the Berkeley Springs Chamber of Commerce. Councilwoman Mary Hickey made a formal request with the Chamber for the financial results from the 2023 Apple Butter Festival. A response from the Chamber is pending.

10. Chairman Schene discussed the need for Capacity Improvement Fees for new residential and commercial builds due to growth forecasts along the USS-522 Bypass and proposed water and sewer extension along US-522 South.

11. The next meeting date is February 15, 2024 at 4:00 pm in the Municipal Center.

12. The meeting was adjourned at 5:32 PM.

Chairman\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_